Help Using the Montana Legislative Advanced Agendas

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The Montana Legislative Advanced Agendas provide detailed and up-to-date information about activities and documents related to the House and Senate floor sessions that occur each day during legislative sessions. During floor sessions, all members of the House and Senate meet in their respective chambers to conduct legislative business.

The advanced agendas were designed to help legislators quickly find information they need during floor sessions, but they can also be a useful tool for anyone wishing to follow the activities of the House and Senate. Separate advanced agendas exist for each chamber.

Basic agendas are also available for those who want less detailed information about floor sessions.

Content of the Advanced Agendas

The advanced agendas contain 2 primary sections: 1) a daily agenda, and 2) document information tabs.

The **daily agenda** appears on the left side of your browser window. It displays a list of bills or resolutions that are scheduled for 2nd or 3rd reading on a given day. These are the two orders of business during which legislators vote on bills. When you click on an item in the agenda, detailed information for that item is displayed in the main section of your browser window.

The detailed information includes 4 document tabs. Click on:

- 1. **History** to find past actions taken on a bill or resolution as it has progressed through the legislative process.
- 2. **Bill Text** to read the most recent version of a bill or resolution.
- 3. **Fiscal Note** to read the most recent fiscal note for the bill. The fiscal note describes the estimated monetary impacts of the bill or resolution.
- 4. **Amendments** to read any amendments to the bill that have been proposed, rejected, or adopted.

System Requirements

To view the advanced agendas, you must have:

- A JavaScript-enabled web browser
- Acrobat Reader 7.0 or later with the setting 'Display PDF in Browser' checked

Please refer to http://leg2.mt.gov/advagenda/Embed_PDF_in_Browser.pdf for important information about your Adobe settings as they relate to using the advanced agendas.

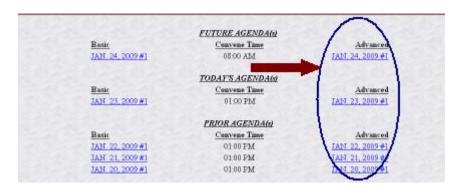
This web application has been designed for the following browser versions: Internet Explorer 6.0 or later, Firefox 2.0 or later, Safari 3.1, and Opera 9.0 or later.

How to Use Advanced Agendas

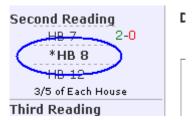
During legislative sessions, you can find the advanced agendas on the Montana Legislative Branch website at www.leg.mt.gov. Select the "House Floor Agenda" or the "Senate Floor Agenda" link (see below).



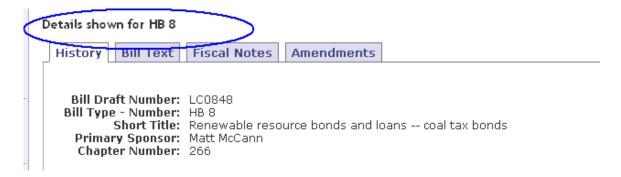
These links will take you to a web page where you can select the "Basic" or "Advanced" agenda for the current date, as well as other dates when available. Select the link to the advanced agenda for the date and agenda number you want to view (see below).



While a floor session is ongoing, the bill or resolution currently under consideration by the House or Senate will be displayed in bold with an asterisk (see below). You must actively use the agenda, or click on your browser's refresh or reload button for the current bill indicator to be accurate.



If you click on a bill or resolution number, the advanced agenda page will reload with information specific to that bill or resolution.

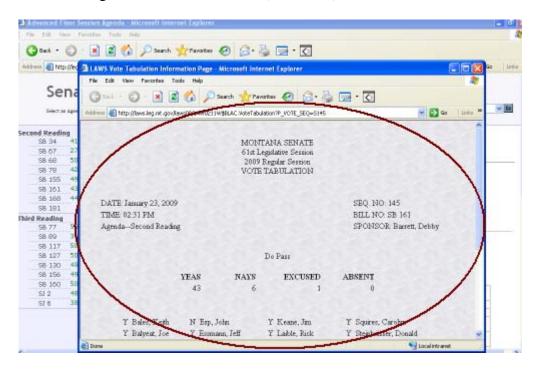


The four tabs in the content area – History, Bill Text, Fiscal Notes and Amendments – will be populated with the details of the bill or resolution you selected.

The **History** tab shows votes and other actions taken on the bill, starting with the most recent.



The bill history shows the vote tally if there has been a floor vote on the bill. These votes are links. If you click on a vote, you will open a new web page showing how each individual legislator voted on that bill (see below).



The **Bill Text** tab shows <u>the latest version</u> of the bill text in Adobe PDF format. The text of a bill often evolves as it is amended in committee or on the floor.

If you have trouble viewing a bill's text, please see the section above on "System Requirements" for important information about your PDF settings.

The **Fiscal Notes** tab shows the latest fiscal note in a PDF format. The fiscal note is a document that outlines the estimated monetary impacts of a bill. Many bills do not have fiscal notes, so there may be no information available when you click on this tab.

The **Amendments** tab lists any amendments to the bill that may be offered or have been offered. It also lists the sponsor of each amendment and its status. All potential amendments are displayed on this screen, including some that the sponsor may not have offered yet or may decide never to offer. The latter are indicated by the words "No Action Taken" (see below).

Details shown for SB 191



To read the text of an amendment, simply click on the amendment number (see below).

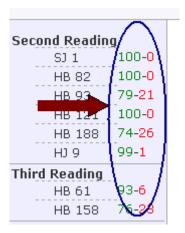


The text of the amendment will be displayed below the list of amendments (see below).

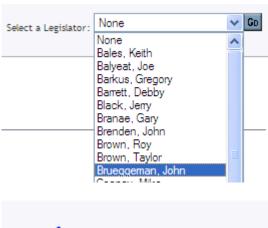
Amendment No <u>HB0007001</u>	Sponsor Barrett, Dick	Status No Action Taken
Mr. Chairman:		
I move to amend House Bill 67 (second reading copy yellow).		
		Signed:
		Representative Dick Barrett
And, that such amendments to House Bill 67 (second reading copy yellow) read as follows:		
 Title, pa Testing 	ge 1, line 3,	through page 1, line 3.
2. Page 2, 1 Testing	ine 6 through	page 5, line 3.
		- END -

Vote Information

Every vote shown in the daily agenda on the left side of the advanced agenda is a second reading vote. Even the votes displayed under the "Third Reading" heading are the votes taken during second reading for those particular bills and resolutions.



If you want to see how a particular legislator voted on a bill listed on the daily agenda, go to the "Select a Legislator" dropdown list at the top, right-hand side of the page. Select a legislator's name and then click on the "Go" button.





When you select a legislator's name, the advanced agenda will reload, and that legislator's individual votes on bills will display under the "Second Reading" and "Third Reading" headings.

A green "Y" indicates a vote in favor of a bill or resolution, while a red "N" indicates a vote against it. "E" means the legislator was excused, and "A" means the legislator was absent or chose not to vote on this particular bill.

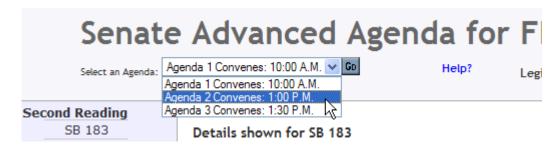


Once again, it's important to understand that <u>every individual vote shown on the daily</u> <u>agenda section of the advanced agenda is a second reading vote</u>. Even those votes displayed under the "Third Reading" heading show how the legislator voted when the bill was on second reading. You can find out how a legislator voted on third reading using the "History" tab.

Agenda Number

On most legislative working days, the House and Senate each has only one agenda for its floor session. But occasionally, when bills are moving quickly through committees, the House or Senate may adopt a second agenda, to consider bills or resolutions that weren't ready when the original agenda was completed.

On those days when there is more than one agenda, you can select additional agendas using the drop-down list shown below.



Select another agenda, and click on the adjacent "Go" button to change agendas.

For Additional Help

If you continue to have questions about using the Advanced Agendas, please contact the Legislative Information Office 406-444-2957.